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NOV 5 1954

MEMORANDUM FOR: Chief, Management Staff

SUBJECT: Transfer of Ceiling Slot From Scientific Intelligence Division to the Office of Scientific Intelligence

25X1

1. The attached memoranda (Tabs A and B) request approval to transfer one ceiling slot from Scientific Intelligence Division, [redacted] to the Office of Scientific Intelligence, Scientific Resources Division, Western European Branch. OSI proposes to use the ceiling slot to create an Intelligence Officer, GS-13 position. The Scientific Intelligence Division slot to be cancelled is number BGF 804, Secretary-Stenographer, GS-6. No significant budgetary, ceiling or functional changes would be entailed by the request.

25X9

2. The request stems from a decision to reduce the T/O of Scientific Intelligence Division, which is an OSI field element carried on the Deputy Director (Plans) T/O, from the present [redacted] to a level of [redacted] during fiscal year 1955. The attached request reduces the Scientific Intelligence Division T/O from [redacted] The DD/P has concurred in the ceiling transfer.

25X9

25X9

3. It is recommended that the requests be approved, subject to classification review by the Assistant Director for Personnel.

25X1

[redacted]
Asst. Management Officer
DD/I Area

ATTACHMENTS:

- Tab A - Memo fr AD/SI to DD/A dtd 10/13/54
- Tab B - Memo fr AD/SI to DD/A dtd 10/29/54

APPROVED:

Date:

NOV 5 1954

25X1

[redacted]
Chief, Management Staff

DISTRIBUTION:

- Orig. & 1 - Office of Pers.
- 2 - Asst. to the DD/I (Admin)
- 1 - Comptroller

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TAB

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DD/P 1-2893

CNO 1-2969

45-297

C.1

OCT 13 1954

MEMORANDUM FOR: Deputy Director (Administration)

ATTENTION : Chief, Management Staff

THROUGH : Deputy Director (Plans)

THROUGH : Deputy Director (Intelligence)

FROM : Assistant Director, Scientific Intelligence

SUBJECT : Transfer of Ceiling Position from Scientific Intelligence
 25X1 Division, [] to the Office of Scientific
 Intelligence.

1. In order to effect the reduction of one position in the personnel
 ceiling of the Scientific Intelligence Division, [] Mission, it is
 requested that one ceiling position be transferred from the Scientific
 Intelligence Division, [] to the Office of Scientific
 Intelligence Headquarters allocation. This request is in accord with
 the reduction of the Scientific Intelligence Division to a level of
 [] for F.Y. 1955 arrived at in discussions with General []

25X1

25X1

2. The slot to be abolished in the Table of Organization of the
 Scientific Intelligence Division, [] is No. BG (F) 804.
 This office is forwarding under separate cover to the Office of Personnel
 a request for the establishment of a new T/O position.

FOIAB3B

25X1

H. MARSHALL CHADWELL

CONCUR

Deputy Director (Plans)

25X1

22 Oct. 54

Date

CONCUR

Deputy Director (Intelligence)

2 Nov '54

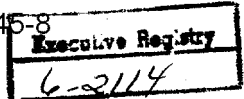
Date

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OCT 27 1954

NOV 2 1954

TAB

~~SECRET~~MS-298
Cy. 1

OCT 29 1954

MEMORANDUM FOR: Deputy Director (Administration)

THRU : Chief, Management Staff

THRU : Deputy Director (Intelligence)

SUBJECT : Establishment of Position in Scientific Resources Division, Office of Scientific Intelligence

REFERENCE : Memorandum dated 13 October 1954 to DD/A from AD/SI, subject, Transfer of Ceiling Position from Scientific Intelligence Division, [] to the Office of Scientific Intelligence.

25X1

1. In accordance with referenced memorandum, it is requested that the position of Intelligence Officer, GS-13 be established in the Western European Branch, Scientific Resources Division, SI. This position will be occupied by Mr. [] who is returning on permanent change of station from the Scientific Intelligence Division, []

25X1

2. The [] is primarily concerned with the analysis and evaluation of information relative to the status of science and the factors which influence scientific progress as a whole particularly in the countries of Western Europe. The responsibilities of the proposed position include:

- a. Analysis of information
- b. Preparation of National Intelligence Surveys, National Intelligence Estimates, research studies, requirements and special projects
- c. Location and exploration of new sources of information.

3. Mr. [] is particularly well qualified for the proposed position. In addition to his scientific background, he has extensive area knowledge of Western Europe, is fluent in the German and Dutch languages and has some competence in other Western European languages. He has been employed in [] for the past eight years, the preceding two years having been with the Scientific Intelligence Division, []

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25X9

4. The transfer of the ceiling slot and the establishment of this position will increase the OSI ceiling allocation by one for a total of

FOIAB3B

H. MARSHALL CHADWELL
Assistant Director
Scientific Intelligence

CONCUR:

25X1

ASSISTANT TO DD/I (Admin)

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